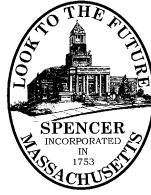


**TOWN OF SPENCER, MASSACHUSETTS**  
**OFFICE OF THE**  
**WATER DEPARTMENT**

DAVID R. O'COIN  
NORMAN C. LETENDRE, JR.  
ROBERT O. FRITZE, JR.

3 OLD MEADOW ROAD  
SPENCER, MA. 01562



SUPERINTENDENT  
STEVEN J. TYLER, P.E.

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**Minutes of Meeting held April 1, 2015**

Meeting of the Board of Water Commissioners held at the Water Department, 3 Old Meadow Road, Spencer, MA. All maps, diagrams, letters and notices are on file at the Utilities and Facilities Office.

Members present: David O'Coin  
Robert Fritze, Jr.

Staff present: Steven Tyler, Superintendent  
Gregory Karpowicz, Chief Water Operator  
Carol Dearborn, Sr. Clerk

Meeting was called to order at 5:15 pm

Read and accepted minutes for March 4, 2015

Reviewed invoices & signed vouchers

Signed monthly commitment

Signed quarterly commitment

**Meadow Well Update:** Well has been cleaned and a new pump, new motor, and new check valve installed. Peter Newton from Bristol Engineering Advisors will attend next meeting scheduled for May 6, 2015 to discuss the future of Meadow Well.

**Cranberry Well Storage Shed Update:** Capital account to be used for building survey. Bids need to be submitted for buildings over \$25,000.00.

**New Truck Purchase Update:** Review of truck quotes and after much discussion, it was determined that Liberty Chevrolet proposal for a new Chevrolet Silverado met specifications and the best pricing. David made motion, Robert seconded, in favor of truck purchase.

**Review of Water Terminations:**

26 Bay Path shut-off broken, Chief Water Operator will fix shut-off for future date.

**24 Grove St-MF** – Resident in attendance looking for payment plan for past due bill. Water Commissioners reviewed past water bills and payments. Robert made motion, David seconded, in favor of payment plan. Balance of outstanding bill to be paid in full by May 6, 2015.

**45 Old Farm Rd-SF**- Water Commissioners reviewed hardship letter. Reviewed resident's water bills and previous payments, David made motion, Robert seconded, in favor for payment plan. Balance of outstanding bills to be paid in full by June 22, 2015.

**4 Sunset Lane-SF**- Water Commissioners reviewed hardship letter. Reviewed resident's water bills and previous payments made on account. David made motion, Robert seconded, in favor for payment plan. Balance of outstanding bill to be paid in full by April 6, 2015.

**41 Pleasant St-MF**- Water Commissioners reviewed hardship letter. Reviewed resident's water bills and previous payments, David made motion, Robert seconded, in favor for payment plan. Balance of outstanding bill to be paid in full by October 6, 2015.

**38 Lake St** - Water Commissioners reviewed request for abatement of permit fee for water repair totaling \$150.00. David made motion, Norman seconded, in favor to abate \$150.00 for water permit repair cost.

**74 Cherry St** – Tampering of OFF/ON of water service that occurred on or about March 30th, 2015. A written warning letter to be mailed to owner/occupant not to touch or alter the public water supply system in anyway or there will be no choice but to fine to the fullest extent allowed.

Public Meeting Adjourned at 6:05 pm, motion by David, seconded by Norman.